

7 November 1955

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29 MAY 1973 By
MEMORANDUM FOR: The Record

SUBJECT: Meetings of the Subcommittee on Manpower Utilization
and Departmental Personnel Management of the House
Committee on Post Office and Civil Service -
2-4 November 1955

1. At the request of the Director of Personnel and the Deputy Director
(Support), the undersigned attended the sessions of the above-mentioned group
on the dates indicated as an official observer for the Agency. 25X1A9A
25X1A9A of the Management Staff was also in attendance on 3 and 4 November
1955.

2. The following Congressmen participated in most of the sessions:

Mr. Davis, Chairman
Mr. Murray, Ex Officio
Mr. Rees, Ex Officio
Mr. Cross
Mr. Henderson
Mr. Alexander
Mr. Johansen

3. The Federal Agencies which officially participated in the hearings
were the Department of Defense, Veterans Administration, Department of Health,
Education and Welfare, Department of State, Department of Agriculture and the
Treasury Department. The names of the individuals who represented these
Agencies are shown in a list which was distributed at the first session, a
copy of which was previously made available to the Director of Personnel.

4. As the sessions progressed, it became apparent that the Subcommittee
was interested in getting the comments of the Agency's representatives with
regard to four suggestions made by the Committee in letters which they had
previously addressed to the Agency. Most of the questions and answers had
to do with these four points, which are as follows:

- a. The advisability of each Agency issuing a policy statement
restricting or limiting the hiring of additional personnel.
- b. The advisability of restricting the delegation of authority
to hire personnel so that fairly high level approval would
be required for such hiring.

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- c. The advisability of each Agency establishing new (meaning reduced) manpower goals to cover the balance of the current fiscal year.
- d. The advisability of requiring each supervisor to review his particular organization for the purpose of determining whether or not one or more filled positions might be eliminated.

5. Each of the Agencies appearing before the Subcommittee presented an opening statement. Several of these opening statements have already been furnished to the Director of Personnel and additional opening statements are attached hereto. Following the prepared opening statements, the members of the Committee proceeded to ask questions which made it immediately apparent that they were primarily interested in substantial reductions in Federal personnel and only secondarily interested in the methods or techniques used to accomplish such results. For instance, members of the Committee at most of the sessions inquired as to the existence and efficacy of the Incentive Awards Program, and, on several occasions, Agencies were asked what effects automation might have on their particular operations. Also, the members of the Committee seemed very much interested in whether or not Agencies were conducting any type of manpower utilization survey, and it is to be noted that most of the Agencies represented were conducting such surveys in one manner or another, usually incidental with regular management or program audit surveys. The big exception to this, of course, is the Department of Defense which has in the Office of the Secretary a manpower utilization program which conducts such surveys on a continuing basis.

6. As the proceedings advanced, it became ^{more} apparent that the Subcommittee was less interested in procedures or techniques than it was in an actual reduction of manpower, and several Agencies which testified officially that they could not set new (reduced) manpower goals were advised rather bluntly that they would be summoned before the Subcommittee on some later occasion to testify as to what efforts they had made to reduce manpower in their particular establishments and the results they had achieved. It also became readily apparent that the Committee intended to see to it that Agencies did not resort to loopholes or subterfuges in the reduction of personnel such as transferring personnel or functions to contract, or, as in the case of the Defense Department, substituting military personnel for civilian. It also became apparent to the undersigned that the Agency might have difficulty submitting to the intensive type of questioning which the Subcommittee was ~~employing~~, without entailing the possibility of becoming involved in discussions of an operational or security nature. The members of the Committee made it quite evident that they were not interested in ~~the~~ generality ~~of~~ ^{fact}, and their questions ~~thereto~~ became very specific in nature and on many occasions went into program considerations. Whether the Agency could participate in this type of session

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is, of course, a matter for policy determination. Although Mr. Davis, the Chairman, indicated at the last session that there would be no further sessions until the end of January, it is understood from Mr. Pforzheimer that there still exists a possibility that the Agency might be called before the Chairman and/or Staff Director to give a similar type of accounting. In any event, it would seem desirable for the Agency to consider its attitude towards such a request if one should be received.

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Attachments: 3